

300-2009-5 Attachment - Administrative/Contract Record

PART 1.

CCC-26 (or NRCS-CPA-1236 if available), Assignment of Payment Form (*when applicable*)
SF-1199, Direct Deposit Sign-up Form
Entity Papers (*Corporation papers, partnership agreement, etc.*)
Power of Attorney Form (FSA-211, NRCS-CPA-09, other POA as appropriate) (*when applicable*)

PART 2.

Correspondence
NRCS-CPA-13, Contract Reviews
Conservation Plan with Certified Planner Seal (*optional*)
Map (*optional*)

PART 3.

Eligibility Forms (including, but not limited to):
CCC-901 for any entity or Joint operation (*when applicable*)
CCC-926, Adjusted Gross Income
AD-1026, HEL Conservation & Wetland Conservation Certification
\$1,000 Minimum Farm Income (*Self-certification; verification as needed provided by receipts or IRS schedule F*)
Evidence Showing Control of Land
Memorandums for the Record (as applicable)

PART 4.

NRCS-CPA-152, Conservation Program Contract Transfer Agreement with original signature(s) (*when applicable*)
CCC-1200 **or** NRCS-CPA-1200, Conservation Program Application, with participant signature(s) (Fax signature acceptable)
CCC-1200 **or** NRCS-CPA-1202 Contract with original signature(s)
CCC-1200 **or** NRCS-CPA-1200 Appendix with participant signature(s) (Fax signature acceptable)
Ranking Sheet with signature(s)

PART 5.

NRCS-CPA-1155, Conservation Plan Schedule of Operations
NRCS-CPA-1156, Revision of Plan or Schedule of Operations (*when applicable*)

PART 6.

NRCS-CPA-1245(s) with participant signature(s) (Fax signature acceptable)
Reconciliation form (*when applicable*)
Receipts (*when applicable*)